

COUNCIL MEETING

January 9, 2017

7:00 p.m.

The regular meeting of Mayor and Council was held on the above date and time with Council members Dias, DeBenedictis, Fletcher, and Carrow present with Mayor Letterman presiding. Town Foreman Hurlock, Sgt. Scott, Recording Secretary Melissa Knight, Gary Junge, and Sandra Delane were also in attendance.

1. **Call to Order** – Mr. Letterman called the meeting to order at 7:00 p.m.
2. **Pledge to the Flag** – Ms. DeBenedictis led the Pledge of Allegiance.
3. **Approval of Minutes** –

Ms. DeBenedictis made a motion to approve the Town Council Meeting minutes of December 12, 2016, Personnel Committee Meeting of December 21, 2016, Electric Committee Meeting of December 29, 2016, Personnel Committee Meeting of January 3, 2017, and Economic Development Committee Meeting of January 4, 2017 in written form. Mr. Dias seconded the motion. Motion carried unanimously.

4. **Approval of Income and Expense Report** –

Mr. Dias made a motion to approve the Income and Expense Report. Mr. Fletcher seconded the motion. Motion carried unanimously.

5. **Communications** – No communications
6. **Report of the Chief of Police** – No report
7. **Report of the Town Foreman** – No report
8. **Report of the Town Solicitor** – No report
9. **Report from Inspections/Enforcement** – No report

10. Reports from Members of Council

- a. **Report from Electric Committee** – No report
- b. **Report from Street Committee** – No report
- c. **Report from Water & Sewer Committee** – Mr. Hurlock stated the media at the water tower needs to be replaced in the next six (6) weeks. The cost is approximately \$100,000. The life span for the media is ten (10) years.
- d. **Report from Equipment Committee** – No report
- e. **Report from Personnel Committee** – Mr. Carrow stated the new part-time Municipal Clerk will be starting January 11, 2017.
- f. **Report from Police Committee** – No report
- g. **Report from Budget Committee** – No report
- h. **Report from Economic Development Committee** – Mr. Carrow stated the meeting on January 4, 2017, was to discuss the grant opportunity with the Smyrna High School FFA teacher and the Town of Clayton. Ms. Michaud and Ms. Scuse are partnering together to write a grant in efforts to beautify the town. The grant money will be used for pots, flowers, material for making the flowers grow, and benches, etc. There would be no cost to the town.

- i. **Report from DEMEC** – The next meeting is scheduled for January 17, 2017. Mr. Hurlock will be attending the workshop.
 - j. **Report from Board of Adjustments** – No report
 - k. **Report from Planning & Zoning Committee** – No report
 - l. **Appeals Board** – No report
11. **Unfinished Business** – No business
12. **New Business** –
- a. Discussion/Vote on amendment to Employee Handbook. Addition of Section 4.4.12 Personal Time for Administration and Public Works. Mr. Carrow stated this addition is to give personal time to the administration and public works 3 days of personal time which is mirroring the approval for the Public Safety contract.
- Mr. Carrow made a motion to accept the 3 days of Personal Time to the Administration and Public Works Departments. Mr. Dias seconded the motion. Motion carried unanimously.*
- b. Discussion/Vote on purchase of Public Works building at 310 S. Bassett Street. Mr. Letterman scratched this item off the agenda.
13. **Public Forum** –
- a. Ms. Delane – Thanked Mr. Hurlock and Public Works for their efforts on the snow removal on Saturday, January 7, 2017.
 - b. Mr. Letterman also wanted to thank Mr. Hurlock and Public Works for the snow removal on Saturday, due to the storm was continuously changing during the day. Mr. Letterman stated that residents need to move their vehicles from the snow removal route so that Public Works can plow safely and efficiently. Chief Hill and Corporal Rau were out during the storm. Ms. DeBenedictis stated that the town needs to enforce the ordinance. Mr. Hurlock stated the residents were not blowing snow in streets as in the past.
14. **Adjournment** - Mr. Letterman asked if there was any further business. He asked for a motion to adjourn.
- Mr. Dias made a motion to adjourn the meeting. Mr. Fletcher seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:10 p.m.*

Recording Secretary,

Melissa Knight